

NAME _____ **LOG OF PDH EARNED** For the two-year PDH reporting period ending _____

DO NOT SEND THIS FORM IN UNLESS AUDITED - KEEP FOR YOUR RECORDS

As per K.A.R. 66-14-7, each licensee is required to maintain the records used to support credits claimed, and keep attendance verification records in the form of completion certificates or other documents supporting evidence of attendance. **You are required to keep these records for at least 4 years.** Please use this log to track PDH earned.

DATE(S) OF ACTIVITY MM DD YY	TITLE OF PROGRAM/ DESCRIPTION	NAME OF SPONSORING ORGANIZATION LOCATION (CITY & STATE)	DURATION	INSTRUCTOR/ SPEAKER'S NAME	AMT OF PDH EARNED
1.					
2.					
3.					
4.					
5.					
6.					
7.	PDH claimed (Total lines 1-6)				_____
8.	PDH carried forward from the last biennium				_____
9.	TOTAL (Line 7 plus line 8)				_____
10.	PDH applied to the next biennium (Line 9 minus 30, not to exceed 30)				_____
	<u>If dual licensee, complete separate form for each profession; Line 9 minus 20, not to exceed 20</u>				

(See reverse side for computation of credit table)

DO NOT SUBMIT THIS FORM UNLESS AUDITED